

LAW OFFICE OF GERALD R. VELARDE, P.C.
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April 10, 2016
774-1

Matter No. 774-1
Chapter 13 Bankruptcy

Fees:			Hours	
11/02/15	GRV	Conference with client to discuss financial status and bankruptcy options; prepare initial means test	1.55	348.75
11/23/15	RB	Prepare letter to client re information and documents that must be produced by client to prepare chapter 13 case	0.40	40.00
12/02/15	RB	Conference with client to review information and documents produced by client to prepare chapter 13 case	1.40	140.00
12/11/15	RB	Review pay checks, tax returns & IRS debt to prepare CMI	1.10	110.00
12/11/15	RB	Prepare letter to client re schedules, statement of affairs & CMI for review and signatures	0.40	40.00
12/16/15	RB	Conference with client to review & revise schedules, Statement of Affairs & CMI	0.95	95.00
12/16/15	RB	Prepare letter to Attorney for creditor CBF re stopping garnishment	0.25	25.00
12/18/15	RB	Prepare letter to client re instructions for creditors meeting	0.25	25.00
12/28/15	RB	Prepare letter to client re forwarding information	0.20	20.00

		to client from mortgage Co.		
12/29/15	GRV	Review and revise Schedules, Statement of Affairs and Means Test; prepare Plan; prepare Notice of Plan	1.45	326.25
12/29/15	RB	Prepare letter to client re Chapter 13 plan and Certificate regarding requirement to file taxes for review and signature	0.20	20.00
12/29/15	RB	Prepare Certificate regarding requirement to file tax returns	0.30	30.00
12/30/15	RB	Conference with client re questions on Chapter 13 plan	0.30	30.00
12/31/15	RB	Conference with client re questions on Student loans	0.30	30.00
01/12/16	RB	Prepare Confirmation Affidavit	0.45	45.00
01/15/16	RB	Prepare letter to client re forwarding information from mortgage co	0.20	20.00
01/19/16	RB	Prepare letter to client re Trustee business packet	0.20	20.00
01/20/16	RB	Prepare letter to creditor CBF re preference recovery	0.30	30.00
01/22/16	RB	Prepare letter to trustee re documents	0.30	30.00
02/01/16	GRV	Prepare Motion to Value Collateral of GM Financial; prepare Notice of Motion	0.50	112.50
02/01/16	GRV	Prepare Motion to Assume Contract with AT&T; prepare Notice of Motion	0.50	112.50
02/04/16	GRV	Travel to and from Farmington to attend creditors meeting with client; conference with client in preparation for creditors meeting; attend creditors meeting with clients; conference with clients at conclusion of creditors meeting re additional information and documents	1.35	303.75

02/29/16	GRV	Prepare Order on Motion to Assume Contract with AT&T	0.25	56.25
02/29/16	GRV	Prepare Order on Motion to Value Collateral of GM Financial	0.30	67.50
03/07/16	GRV	Review file in preparation for meeting with trustee	1.20	270.00
03/07/16	RB	Prepare Amended schedules H & I	0.50	50.00
03/07/16	RB	Prepare letter to client re Amended schedules for review and signature	0.20	20.00
03/08/16	GRV	Conference with Trustee re resolution of confirmation issues	0.70	157.50
03/10/16	GRV	Review file re removing mother from CMI and affect on Plan payment	0.45	101.25
03/16/16	GRV	Prepare for preliminary hearing on confirmation; attend preliminary hearing on confirmation	0.95	213.75
03/16/16	RB	Prepare letter to client re 2nd request for review and signature of amended schedules	0.20	20.00
03/17/16	RB	Prepare letter to client re final hearing on confirmation	0.20	20.00
03/17/16	RB	Conference with client re questions on amended schedules H & I and needing additional information	0.25	25.00
03/22/16	GRV	Review file in preparation for meeting with Trustee; prepare Order Confirming	1.40	315.00
03/22/16	RB	Prepare Notice of amendment with specification	0.25	25.00
03/22/16	RB	Filed amended schedules, Summary and Notice of Amendment with Specifications	0.00	No charge
03/23/16	GRV	Telephone conference with client re terms of order confirming plan	0.30	67.50

03/29/16	GRV	Conference with Trustee re resolution of confirmation issues	0.65	146.25
04/05/16	GRV	Revise order confirming to reflect agreement with counsel for GM Financial	0.30	67.50
04/05/16	GRV	Conference with Trustee re resolution of confirmation issues	0.40	90.00
04/05/16	RB	Prepare letter to client re terms of confirmed plan	0.35	35.00
04/10/16	GRV	Prepare Fee Application; prepare Notice of Fee Application	0.80	180.00
		Hours:	22.50	
		Total fees:		\$3,881.25

Expenses:

12/31/15	GRV	Postage		22.09
12/31/15	GRV	Photocopies		105.75
04/05/16	GRV	Mileage reimbursement for travel to Farmington to attend creditors meeting		32.40
04/10/16	GRV	Photocopies		93.00
04/10/16	GRV	Postage		38.54
		Total expenses:		\$291.78

Tax Summary

Gross Receipts	7.1875% of \$4,173.03	\$299.94
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Billing Summary

Previous balance	\$0.00
Payments & adjustments	0.00
Current fees & expenses	4,173.03
Tax on current charges	299.94

Total now due	\$4,472.97
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